**Minutes of Parish Council Meeting held on**

**Tuesday 1st September, the Preston Rooms, Ashmanhaugh.**

Present: Councillors; A Buxton, H Buxton (Chair), N Coleman, M Gibbons, C Phillipo, G Saunders, A Wiseman.

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Clerk: Mrs S Hunt. Four members of the public attended.

1. **APOLOGIES**

None.

1. **DECLARATIONS OF INTEREST**

Cllrs Andrew and Harry Buxton notified the meeting that they had properties on Church Road which were adjacent to the Common. Cllr H Buxton also owns the Cricket Ground on the other side of the Common. Both Councillors declared that the interests would not prevent them from joining in with the discussion at item 8.

1. **MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 7th July 2015 were agreed as a true and correct record PROPOSED Cllr Saunders, seconded Cllr Wiseman and signed by the Chairman.

1. **PUBLIC SPEAKING**

The Chairman reminded the meeting that Council allocated a specific time for public speaking – if Parishioners attending wished to join Council debate or felt that they had information to offer if they raised their hands, and there was time within the meeting, the Chairman would call upon them to address Council.

Mr Mark Pepper was in attendance on behalf of the Cricket Club. The Cricket Club has gone through a

Transition, currently there are four senior teams plus a Sunday team and a cup team. There are 78 juniors,

and they are one of the best in the County. The Under 19’s team will be static for 4 years as the age range is

so low – they made it to the nationals last year.

The Cricket Ground in Ashmanhaugh is dedicated to Youth Development and a Training Centre. Friendlies

take place on Friday nights and the juniors use it for practice.

They currently need help with maintenance and several villagers have offered to help.

Cllr Dixon discussed a proposed development next to Hoveton St Johns Church and an extension to Stalham

Road Industrial Estate as it borders Littlewood Lane. It is proposed to extend this into the adjoining field and

use as a technology park – the proposal is from the Blofield Estate – access will use existing. There will be a

public consultation on 25th. The development also includes a public right of way down into the village, and

parking provision opposite the church for the church and school to use.

September 2015 at the Hoveton Village hall. It is the third significant planning proposal this year in Hoveton.

The Persimmon Brook Park is still just a proposal.

Broads House Hotel – the buildings next to the Kings Arms are now being addressed – the District Council is taking long standing enforcement action.

The Heinz factory at Worstead closed in April. This has been bought by Albert Bartlett – and will be used for potato processing, albeit different ranges. They are now at an advanced stage of factory conversion and will shortly be advertising for staff.

Jeanette Boardman PCSO is on a rest day but has reported there are zero crime figures from 8th July to 28th August for the Parish.

1. **MATTERS ARISING**
   1. Bank Mandate. This is still in hand with a change to Andrew Buxton, Harry Buxton, Noel Coleman and Chris Philippo – all paperwork has been given to councillors who are attending the bank with identification.
   2. Running Race Marshalling. The obstruction of villagers by race marshalls has been reported, once again, to the Police. Unfortunately no one from the Police was available to attend the meeting – to be kept under review should any incidents occur in the future.
2. **CORRESPONDENCE.**
   1. Norfolk Co. Co. – Parish Partnership Funding 2016/17. There is 50/50 funding available for projects which are on or adjoin the Highway. Consideration to be given to any projects suitable – deadline for application the end of 2015.
   2. NNDC – Planning Policy consultation. Councillors to respond directly.
3. **THE COMMON.**

No meeting had taken place – many people were away on holiday through the Summer.

* 1. Highways Response.

Ditch digging will almost certainly need permission, and may have a negligible effect on the flooding of Church Road. As moves to change septic tanks to treatment centres progress this may become more urgent.

A response was received from Simon Briggs that highways would maintain the unsurfaced area ‘as it currently is’. Cllrs H Buxton, Gibbons, Philippo to meet with Mr S Newstead and review.

* 1. Cricket Club. A meeting took place about the common and long term future of the cricket pitch. The Ashmanhaugh Ground continues under the Barton Wanderers banner. The pavilion and septic tank was looked at, a decision to be reached before the temporary planning permission expires. The existing rubbish issue was discussed. As the cricket club have always welcomed the public onto the pitch and never put up barriers or fencing it is fair to say some rubbish is attributable to others. There is a litter pick scheduled on the 12th and 13th September.
  2. Rights of Way.

It is proving impossible to get anyone to attend site and mark the area of the Common. As the acreages is known the committee will look at working this out from drawings.

Ian Sharman has responded with regard to the suspected right of way. There is no official right of way noted on the definitive map. An application could be made to register one, but evidence would be needed. It is not believed that proving a right of way in this location would be easy, as it is more likely to be only householders using the trackway as it doesn’t lead anywhere else.

A request has been made for all individuals to stop parking on the common.

A suggestion was made from a member of the public whether the Highways funding could be used to 50% fund piping the drainage from Church Road across the field by the back of the pavilion to the ditch.

The working party to meet and discuss piping the surface water; the ditch; parking; working with the Cricket Club re: rubbish; turning space surface with highways – this to take place before November meeting.

8. **ADMINISTRATIVE MATTERS.**

8.1 Appointment of Parish Clerk. The interview panel received three applications, and met with all three candidates. The recommendation to Council is to appoint Ms Clare Male who is currently the Clerk at East Ruston. PROPOSED Cllr H Buxton, seconded Cllr Saunders. AGREED.

8.2 To approve Cilca training costs - £312.50. PROPOSED Cllr H Buxton, seconded Cllr N Coleman. AGREED.

8.2 Cllr H Buxton and Ms C Male signed the employment contract.

**9. FINANCIAL MATTERS.**

**9.1** Receipts – NOTED.

a) Ludham Carpets £15.00

b) Wroxham Computer Services £15.00

b) Mr D Ward £15.00

c) Treasury Consols £19.61

d) SMT Motors £15.00

e) Dorringtons £15.00

9.2PROPOSED Cllr A Buxton, seconded Cllr Phillipo that payments be approved for:-

1. Preston Rooms – reissue of 225187 uncashed. Chq 225201 £55.00
2. Mr N Sharpe – newsletter chq 225202 £40.37
3. Mrs Sarah Hunt – salary chq 225203 £235.86
4. Community Action Norfolk – Thinking Fuel membership chq 225204 £20.00
5. Inland Revenue chq 225205 £58.80
6. Sarah Hunt – expenses chq 225206 £12.96

AGREED.

9.3 Annual return – Mazars annual return had been received back – no comment from Auditor. Next year there are changes to the publication of the return – rather than prescribed dates there will be ‘suggested dates’ for Council to advertise by. Noted.

9.4 To receive Bank Reconciliation – balance on hand £5,703.12. Includes cheque 225201 already issued. Agreed by the meeting and signed by the Chairman.

**10. POOR’S ALLOTMENT.**

The final answer from the Charity Commission had been received by the Council on 10th July ending their Trusteeship of the Charity. This process had taken a long time. An irregular meeting was held where it was agreed by the outgoing Trustee’s that flyers and advertisements needed to be circulated urgently to recruit replacement Trustees. Three Trustee’s had approached the Clerk to the Charity Mrs S Hunt and have been registered, Mrs S Hewitt, Mr L Mulhall and Mr N Sharpe – a fourth, Mrs R Buxton has now applied. They will be meeting shortly to discuss the issues. The Charity is now independent of the Parish Council and anyone else wishing to join the Trustee’s should contact the Clerk. The future Chair will be notified to the parish Council in due course.

1. **ITEMS FOR NEXT AGENDA.**

Traffic on Crossroads in village.

Common

Flow of River Ash on the Hoveton/Ashmanhaugh Boundary.

The meeting closed at 8pm

**The Next Parish Council Meeting**

Will be held in the Preston Room, School Road, Ashmanhaugh on:-

**Tuesday 3rd November 2015 at 7.00pm**

**Final version.**

**Signed: dated: 3rd November 2015**